




MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Executive Officer

DATE: June 26, 2006

SUBJECT: **Agenda Item IV(d): Consideration of resolution confirming award of contract to AEPC Group, LLC, for the King Gillette Ranch Facilities Assessment, pursuant to a Request for Proposals under National Park Service Task Agreement #J8544050051.**

Staff Recommendation: That the Governing Board adopt the attached resolution confirming award of contract to AEPC Group, LLC, for the King Gillette Ranch Facilities Assessment, pursuant to a Request for Proposals under National Park Service Task Agreement #J8544050051.

Background: The Governing Board considered issuance of a Request for Proposals (RFP) at the April 20 meeting. Nine proposals were received, and a committee of National Park Service, State Parks, and MRCA staff interviewed the top four companies. AEPC Group, LLC with John Trautmann Architects provided the winning proposal, at a cost of \$56,000.

The Facilities Condition Assessment is necessary for predicting needs and costs, both short term and long term, for the historic structures and other buildings and infrastructure at the King Gillette Ranch/Soka University campus. An asset condition assessment and asset maintenance plan will be provided pursuant to this contract